

**City of Milpitas
Library Subcommittee Meeting
City Hall Committee Conference Room
Meeting Notes
Tuesday, February 28, 2006**

UNAPPROVED MEETING MINUTES

1. Flag Salute Councilmember Livengood led the Committee in the Pledge of Allegiance.

2. Call to Order Councilmember Livengood called the meeting to order at 5:30 p.m.

Attendance:

<i>City Council:</i>	Mayor Jose Esteves (absent), Councilmember Bob Livengood
<i>Staff:</i>	Mark Rogge, Greg Armendariz, Linda Sinclair
<i>County Library Staff:</i>	Linda Arbaugh, Melinda Cervantes
<i>Chong Partners:</i>	Geoff Adams
<i>CSI Consulting</i>	Tom Hedges, Ron Johnson, Daryl Witbeck

3. Citizens Forum (remarks limit to 3 minutes):

- None

4. Announcements:

- Staff pulled the Project Labor Agreement (PLA) item from the March 7th City Council Meeting agenda. There were several groups that requested to speak at the Library Subcommittee. They are the Associated Builders and Contractors group, the Collation for Fair Building and Constructions and the Associated General Contractors. All three are against Project Labor Agreements and would like their information to be heard.
- Councilmember Livengood requested that staff schedule a meeting for all three and the Building Trade Council together. The three groups should coordinate and present one presentation and the Building Trade Council should present one presentation. Schedule it for the next meeting or the meeting in April.

5. Approval of Agenda:

- The Committee approved the agenda.

6. Approval of Minutes – January 24, 2006

- The Subcommittee approved the meeting minutes from the January 24, 2006 Library Subcommittee Meeting.

7. Progress Report

A. Library

- According to our schedule, we do not have a progress report for the Library and Group 4 was not scheduled to present at this meeting.
- We are on schedule but no long a month ahead of schedule. We stopped briefly to do a cost review / cost reduction plan. At the next meeting, March 28th, Group 4 will have the Library 60% Construction Documents.

B. East Parking Garages

- We are on schedule with the garage's 95% Construction Documents.
- The 95% Construction Documents will be sent to the Building Department for review.
- We will be looking at doing two different bid packages. One bid package will be for the foundation system, piles. And the next bid package is for the remainder of the garage.
- Chong Partners has provided Cost Estimate for the garage. Due to the Cost Saving Measures, there is a reduction in building cost, from \$8.5 million to \$8.1 million. Sitework is a little less as well; it came down from \$0.3 million to \$0.2 million. The Project Soft Costs and Contingency however has increase from \$0.1 million to \$0.5 million. The Project /Construction Management increased from \$0.4 million to \$0.5 million. Therefore, the project total still remains at \$12.5 million.
- Due to the soil on the site, the solution is to proceed with either an Auger Cast Pile or conventional Driven Piles. The reason for a separate early bid package is for a Test Pile Program for the successful bidder whether it is the Driven or the Auger Cast. It will allow the Test Pile to be in the ground to develop for 30 days; there is the opportunity that the length of the piles can be reduced and the overall cost of the pile program can cost less. In a conventional testing period where it part of the general construction contracts it might only be a 7 days period with less cost savings.
- Councilmember Livengood would like to know where Chong Partners came up with the 80 feet depth for the Auger Cast Piles. Geoff Adams stated the number was from the geotechnical report base on the soil boring and tests on site.
- The first bid package will includes all the piles; the awarded contractor will first do the test pile.
- Due to the cost, Chong Partners has simplifying the garage design to meet the project budget.

C. Site Preparation

- North Main Street Utilities, we held a pre-construction meeting and have reviewed and processed 28 submittals. The first order of work is clearing the garage site. Haz-mat Abatement & Site Preparation. We are not doing pumps treatment program. We plan to install the monitoring well after the completion of the garage.
- We will have construction office, a 3 years lease and that is estimated with our site-prep project budget as well. We are within budget. There is no surplus within our budget.

D. Project Management

- Critical Solutions Inc. (CSI) was selected after we held RFP interviews and heard from 18 management groups. CSI will have, three to five people, over three years to help us process submittals, RFI, change orders requests, contract documentations, maintaining project schedules, expedition/deficiency lists, plan over inspection support, reporting, etc. We have fund in the various projects for those propose. The majority of the funds will come out from the Library and the Garage projects.
- Councilmember Livengood – Are these budgeted items? Councilmember Livengood questioned the break down of the dollar amount and wants to know

whom provided the numbers, was it CSI or it is staff.

- Mark Rogge – City staff provided the budget numbers according to the projects. CSI proposed the work force negotiate to perform the scoped work.
- Ron Johnson, President of CSI and the Principal-In-Charge, introduced CSI team members (Tom Hedges, Senior Project Manager & Daryl Witbeck, Senior Construction Manager) and represented a brief PowerPoint presentation.
- CSI is a professional project and construction management consulting firm based in Northern California that primarily represents city governments on building projects. They have an emphasis on library projects. The services that CSI provides are project management (budget, schedule, and contract negotiation) construction management, and claims analysis. CSI has an ongoing project with the City of San Mateo on its new main Library. Their budget is a \$62 million library with 90,000 square foot building included a 78,000 square feet of underground parking. It is projected to complete in late June and a grand opening in August 2006.
- Councilmember Livengood - Is \$62 million the budget for the square foot to the building and the parking? What is per square foot cost for the building and what is the square foot cost per space for the garage? Can you produce the information? I want to get a comparison of what our numbers look like.
- Ron Johnson – Yes, \$62 million is the entire project budget and soft costs. We'll have to do a break down for the garage and the library to find the cost per square foot.
- Ron Johnson was the project manager and the construction manager for the Santa Clara New Central Park Library. They finished the project approximately \$4 million under budget.
- CSI's have been working on reducing the amount in change orders to 2%-3%. Their team takes a lot of time in reviewing plans prior to bidding and change orders to make sure that is merit for the changes and then they will look carefully at the cost that is associated with changes orders to make sure it is valid. This process has helped them reduce construction costs in various projects by 20-25%. They have a team that would look over the drawings and coordinate with the architects and the engineers during the Constructability Review. CSI will provide plan review services for the library and garage projects goes out for bids
- Councilmember Livengood stated that the cost for service for the parking garage seem high. Mark Rogge stated that the fee includes all time and materials and a one-time fee for an overall project review of the plans and specification and an independent cost estimate.
- Councilmember Livengood wanted to know the hourly rate charge?
- Tom Hedges, the Senior Project Manager from CSI stated that the hourly rates vary. It is based on the level of experience from the individual.
- There is a schedule for each person. Ron Johnson will be the principle in charge of the project but will not charge the project.
- The cost is associated with having someone on staff full time. Its team member will bring with them their experiences. Tom Hedges has been involved in 6 different parking structure projects, including the San Jose/Evergreen Community College District. Daryl Witbeck, Senior Construction Manager has worked on the Berkeley Central Library Restoration and Expansion project, the Burlingame Library and several parking structures.
- Mark Rogge stated that staff received 18 proposals for Project Management RFP. Some of the firm only had construction experience and some did not have experience with library and garage project. After interviewing Swinerton, Cooper Puga and CSI, CSI ranked first. CSI has best most recent experience in library and garage projects.

- Councilmember Livengood will not be at the March 7th City Councilmember, but would like staff to prepare a memo to the Council from Councilmember Livengood recommending CSI for project management services. Make sure that the Mayor is presented with the memo and a brief presentation.

8. Other Business

- None

9. Set Next Meeting Date

- The next meeting is scheduled for Tuesday, March 28, 2006 @ 5:30 p.m.

11. Adjournment

- Meeting adjourned at 6: 15 p.m.